

**KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD**  
**MEETING MINUTES**  
**April 22, 2016**

A regular meeting of the Applied Behavior Analyst Licensing Board was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky, on April 22, 2016, at 10:00 a.m.

**MEMBERS PRESENT**

Tammy H. Natof, Chair  
Stephen Wood (Dismissed early)  
Cynthia Blackledge  
Stephen Foreman, Vice Chair  
Scott Brinkman  
Anne Gregory  
Allan Allday

**OCCUPATIONS AND PROFESSIONS STAFF**

Amy Parker, Board Administrator  
Larry Brown, Executive Director

**BOARD ATTORNEY**

Ryan Halloran, Office of Attorney General

**GUEST**

Dennis Horlander, State Representative

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**CALL TO ORDER**

Tammy H. Natof, Board Chair called the meeting to order at 10:01 a.m.

**MINUTES**

A motion was made by Stephen Foreman to approve the minutes of the March 25, 2016 regular meeting. Motion, seconded by Allan Allday, carried.

**FINANCIAL REPORTS**

The Board reviewed the financial statement through March 2016. The Board asked to be provided information regarding outstanding bills at the next meeting. No further action was required.

**REPORT FROM O&P**

Larry Brown reported on the updates to O&P's database and the impact the new system will have on the Board. Mr. Brown informed the Board the Memorandum of Agreement would be reviewed at the next meeting. No further action was required.

**LICENSURE STATUS REPORT**

The Licensure Status Report dated April 19, 2016 was reviewed.

Behavior Analyst – 139  
Assistant Behavior Analyst – 5  
Temporary Behavior Analyst – 4  
Temporary Behavior Analyst Assistant – 0  
Total number of active licenses – 148

## **OLD BUSINESS**

The Board revisited their discussion regarding insurance mandates and ABA coverage. The Board discussed the new liaison law passed. No further action was required.

The Board discussed the regulation draft to incorporate per diem. Ryan Halloran informed the Board that he will bring a draft copy of this regulation to the next meeting.

## **NEW BUSINESS**

Dennis Horlander, State Representative, was introduced and gave a brief introduction.

Stephen Foreman gave a synopsis of the Association for Professional Behavior Analyst Conference. Mr. Foreman informed the Board that there were other states struggling to become established. Mr. Foreman offered any assistance the Board might be able to provide such as a plan of action.

The Board reviewed information received from the Kentucky Council on Postsecondary Education. The issue of acceptable ABA programs was discussed.

The Board received an inquiry from Caitlin Conley regarding a licensure application previously submitted. Upon review of Ms. Conley's file including the application and supporting documentation, Stephen Foreman motioned for the Board to file a complaint against Kristen Hudson regarding the allegation of failing to provide adequate supervision. The motion, seconded by Stephen Wood, carried. A letter would be sent to Ms. Conley regarding her application.

The Board discussed the Kentucky Advisory Council on ASD's new website launched. Concerns arose with the representation of treatment options available on the website. Scott Brinkman offered to contact the Council to have behavior analysts added to the site.

The Board discussed the need for a new investigative contract. Stephen Foreman motioned for the Board to create a new RFP for an investigator. The motion, seconded by Allan Allday, carried.

## **APPLICATIONS REPORT**

The Application Committee made the following recommendations:

**Licensed Behavior Analyst – Approved:** Cody Carraro, David Goldman, Bailey Robinson

**Licensed Behavior Analyst – Approved pending receipt:** Heather Buckley, Kimberly Frantz, Shawna Cleveland

**Licensed Behavior Analyst – Deferred:** Cynthia Birkhead, Alexandra Fawcett

**Licensed Associate Behavior Analyst – Approved:** None.

**Temporary Licensed Behavior Analyst – Approved:** Melissa Kontarovich

**Temporary Licensed Behavior Analyst – Deferred:** Rebecca Perrin

**Temporary Licensed Assistant Behavior Analyst – Approved:** None.

**Licensed Behavior Analyst Renewals – Approved:** Jennifer Ewen

**Licensed Behavior Analyst Renewals – Approved pending receipt:** Kellina Merris

**Licensed Associate Behavior Analyst Renewals – Approved:** None.

A motion was made by Cynthia Blackledge to approve the recommendations of the Application Committee. Motion, seconded by Stephen Foreman, carried.

#### **COMPLAINT COMMITTEE**

No further action was required.

#### **LEGAL COUNSEL**

No further action was required.

#### **APPROVAL OF TRAVEL**

A motion was made by Stephen Foreman to approve travel for all eligible members attending today's meeting. The motion, seconded by Scott Brinkman, carried.

#### **ADJOURN**

The Board decided to cancel the next regularly scheduled meeting on May 27, 2016 and scheduled a special meeting instead for May 20, 2016. Stephen Foreman made a motion to adjourn at 12:09 p.m., having no further items of discussion. The motion, seconded by Scott Brinkman, carried.

**Minutes prepared by Amy Parker**

**May 18, 2016**